



## Course Catalog Training Updates!

*\*\*\*For current session dates, times and location, please refer to the Training Matrix located on the conference website, [www.gsasmartpayconference.org](http://www.gsasmartpayconference.org) under Agenda, Training Schedule.\*\*\**

### **GSA/Additional Training – NEW COURSES**

#### **Federal Strategic Sourcing Initiative Blanket Purchase Agreements for Office Supplies**

Come learn about the new Office Supply Federal Strategic Sourcing Initiative (FSSI) Blanket Purchase Agreements (BPAs). The new BPAs provide a variety of solutions to provide savings with your agency's office supply needs and include a new point of purchase discount available to users of the GSA SmartPay® purchase cards. **Recommended for Purchase Card attendees.**

#### **MasterCard's 1099/1057 Reporting**

The course briefly describes the IRS 1099 reporting requirements, challenges and best practices. It also covers how tracking and monitoring organizational spend by diversity (socioeconomic) categories have become an important mission for any successful organization. Attendees will then learn how they may leverage MasterCard's Enhanced Merchant Reporting (EMR) solution to facilitate and streamline their tasks when complying with the IRS 1099 reporting, as well as tracking and reporting organizational spend by diversity groups. The course will include a demonstration of reports and other EMR features that will enable agencies to meet the challenging tasks of 1099/1057 reporting, and includes samples of newly developed reports and functions exclusively available to agencies under the GSA SmartPay® program. **Recommended for all conference attendees.**

#### **Fleet Tax Recovery Program - User Group Session**

The purpose of this training session is to provide existing federal government agencies participating in the MasterCard Fleet Tax Exemption Program with an overview and description of the features and benefits of the program's process. The session will include the following information:

- Program History
- Fuel Tax Overview
- Recovery Process

**Recommended for participants of the MasterCard Fleet Tax Exemption Program.**

### **GSA/Additional Training – CANCELLATIONS**

MasterCard Session – Purchase Control has been cancelled.

MasterCard Session – Purchase Optimizer has been cancelled.

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## **Citibank – NEW DOD TRAVEL COURSE**

### **VISA IntelliLink**

Need an additional training session for IntelliLink? Current users have the opportunity during the conference to receive hands on training. IntelliLink provides DoD Travel with actionable, intelligent information to improve management over their card program. **Recommended for DoD Travel attendees who already have a user ID and password.**

## **Citibank – CANCELLATIONS**

The Federal Agency Elective - Managing Relocation with your Travel Card Program has been cancelled.

The Defense Travel System Q & A session has been cancelled.

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## **J.P. Morgan – NEW DHS COURSES**

### **Achieving Transparency Through Reporting**

Learn everything you need to know for reporting on your card program. Discover where reports can be found and how they are categorized. Hear about the 10 basic reports that all A/OPCs should use on a regular basis to effectively manage a card program. **Recommended for all DHS A/OPCs.**

### **Managing DHS Fleet Program**

Join your Fleet colleagues and learn about best practices for managing a DHS Fleet Card program. Discover the best method for requesting a new Fleet card, understand how site ID's are stored within PaymentNet, find out how to move accounts between components, and learn how to assign new Merchant Category Codes. **Recommended for all DHS Fleet A/OPCs.**

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## **U.S. Bank - NEW COURSES**

### **Access® Online Payment Plus Overview**

Hear about the latest functionality available to government card customers. This session will provide an overview of the Access® Online Payment Plus functionality, so attendees can determine how it may fit within their organizations. **Recommended for all Purchase Card attendees.**



### **VA PURCHASE TRACK -**

#### **Purchase Card Related Programs and Issues**

An informative session with presentations from subject matter experts within Veterans Affairs on acquisitions supported through use of the SmartPay program (Fee Basis, Prime Vendor).

A/OPC's will gain an understanding of the efficiencies and savings achieved through implementation and integration of payment solutions. **Required for all VA Purchase A/OPC attendees.**

### **VA TRAVEL TRACK -**

#### **Travel Card CBA Discussion**

This discussion will focus on determining the appropriate payment solution for the myriad of travel needs facilitated at each VA Administration. Share best practices and receive an update on the CBA reconciliation solution developed to reduce travel card delinquencies and maximize sales and productivity refunds. **Required for VA Travel A/OPC attendees.**

#### **Travel Card CBA Reconciliation Tool**

The CBA reconciliation demonstration will focus on determining the appropriate payment solution for the myriad of travel needs facilitated at each VA Administration. **Required for VA Travel A/OPC attendees.**

#### **Travel Card Program – Level 2 Managers and A/OPC Roundtable Discussions**

These sessions will identify various areas of each VA Administration's Travel Card program management (Veterans Health Administration, Veterans Benefits Administration, and National Cemetery Administration) and the best ways of managing the program. A/OPCs will have the opportunity to network with each other to share lessons learned and success stories.

**Required for VA Travel A/OPC attendees.**

### **U.S. Bank – CANCELLATIONS**

USDA Purchase Card Coordinator Work Flow Process for Account Setup and Maintenance Functionality has been cancelled.

VA Purchase - Techniques for Establishing a Successful Audit has been cancelled.

The VA Travel Card Program - The Basics has been cancelled.

All sessions listed under the **United States Postal Service (USPS) – Purchase Card Track has been cancelled.** This includes the following sessions:

United States Postal Service Opening Session has been cancelled.

USPS: A/OPC Basics has been cancelled.

USPS: Hands-On Training: Access Online Account Setup and Maintenance has been cancelled.

USPS: Access Online Payment Plus Overview for USPS has been cancelled.

TODAY'S  
VISION  
TOMORROW'S  
REALITY



The 12th Annual GSA SmartPay® Training Conference

All sessions listed under the **U.S. Voyager Fleet Systems** has been cancelled. This includes the following sessions:

- Fleet Card Basics – Voyager Fleet Systems has been cancelled.
- Fleet Overview and Updates – Voyager Fleet Systems has been cancelled.
- Fleet Reporting – Voyager Fleet Systems has been cancelled.
- Fleet Commander Online Open Lab – Voyager Fleet Systems has been cancelled.

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